

## 2023/24 Fees and Chargeable Rates

Note some of these charges may be subject to VAT



# Current Fees & Chargeable Rates 2023/24



# 2023/24 Fees and Chargeable Rates

Note some of these charges may be subject to VAT

## CONTENTS

| <u>Section</u>   | <u>Page</u> |
|--|-------------|
| 1. Accident Reports  | 3           |
| 2. Photography & Recordings  | 3           |
| 3. Digital Data  | 4           |
| 4. Copies of Statements  | 4           |
| 5. Cancellation Charges  | 4           |
| 6. Fingerprinting Fees   | 4           |
| 7. Requests for Disclosure of Information  | 4           |
| 8. Data Sharing for NPCC in respect of Association of British Insurers (ABI)               | 4           |
| 9. Other Common Items  | 5           |
| 10.ACRO Services - provided only to authorised agencies with a lawful basis to information | 5           |
| 11.Alarm URN Fees (set by Police Crime Prevention Initiatives)                             | 5           |
| 12.Statutory Charge Rates for Common Items (Firearms/Certificates)                         | 6           |
| 13.SPS - Sporting Events (inc. Football) and Commercial Charges                            | 7           |
| 14.Non-Commercial Charges – Other Government Bodies  | 7           |
| 15.Charge for training of Police Apprentices   | 7           |
| 16.Charging Schedule for Documentaries/Filming   | 8-9         |

## 2023/24 Fees and Chargeable Rates

Note some of these charges may be subject to VAT

Where stated costs include a number of products e.g. 'Vehicle digital data download - IDR/Blackbox/Tachograph/Infotainment', the cost is per listed item i.e. a download of the tachograph and the infotainment systems would incur two charges.

Items that are listed as per hour will be charged at the special policing rate for the relevant rank or grade of the individual completing the chargeable activity.

| 2022/23<br>£ per items | <b>NPCC Nationally Set Rates</b><br><b>Section1: Accident Reports</b>  | 2023/24<br>£ per item |
|------------------------|--|-----------------------|
| 106.50                 | Copy of Collision Report (full extract up to 30 pages)   | 118.30                |
| 4.70                   | Additional pages for same incident (per page)  | 5.20                  |
| 37.80                  | Limited particulars (RT Act details)   | 41.90                 |
| 37.80                  | Copy of self-reporting / minor accident form   | 41.90                 |
| N/A                    | Information / record search  | 29.10                 |
| 37.80                  | West Midlands Police have a non-refundable, fee for conducting searches relating to disclosure requests. The fee includes provision of limited particulars where appropriate. An additional fee of £118.30 will be payable for a copy of a full Road Traffic Collision Report (where available). | 41.90                 |
| 456.90                 | Forensic Collision Investigator – Technical Report   | 505.80                |
| 91.10                  | Forensic Collision Investigator – Reconstruction video   | 100.90                |
| 30.40                  | Forensic Collision Investigator- Rough data ( <b>per page</b> )  | 33.60                 |
| 45.80                  | Copy of Scale plan - other than in collision report  | 50.70                 |
| 75.90                  | Forensic Collision Investigator/ Forensic Vehicle Examiner - Vehicle Examination Report ( <b>unless provided as full extract</b> )   | 84.00                 |
| 4.70                   | Forensic Collision Investigator / Forensic Vehicle Examiner - Reconstruction report ( <b>unless provided in full report</b> )  | 5.20                  |
| N/A                    | Forensic Collision Investigator - adhoc requested services   | Per hour + 62.70      |
| N/A                    | Specialist Report – (CCTV/Tachograph/Vehicle download) if separate   | 88.10                 |
| N/A                    | External Expert Report – Requested by force  | 78.50                 |
| N/A                    | External Expert Report – Requested by external party   | Cost + 78.50          |
|                        | <b>Section 2: Photographs &amp; Recordings</b>   |                       |
| 22.40                  | from Digital camera ( <b>per disc or contact sheet</b> )   | 34.70                 |
| N/A                    | Curated photo sets ( <b>per 10 digital photos or part thereof</b> )  | 68.40                 |
| N/A                    | Video footage – Police (handheld, drone, vehicle mounted or body worn video) (per hour rate for reviewing and redaction)   | Per hour + 34.70      |
| N/A                    | 3D Virtual World - Simulations / Fly Throughs – Already prepared   | 34.10                 |
| N/A                    | 3D Virtual World - Simulations / Fly Throughs – Requested  | Per hour + 34.10      |
| N/A                    | Dashcam, Drone & CCTV footage – Public/Private   | 34.10                 |
| 96.50                  | Copies of Body Worn Video footage (2 hours work)   | 106.80                |

## 2023/24 Fees and Chargeable Rates

Note some of these charges may be subject to VAT

|   | <b><u>Section 3: Digital Data Nationally Set Rates NPCC</u></b>   |           |
|---|---|-----------|
| N/A   | Laser scan data – Raw/Registered Point cloud  | 71.90     |
| N/A   | Skid test & survey data – Raw/Registered  | 30.30     |
| N/A   | Skid test & survey data - Digital mapping   | 71.90     |
| N/A   | Video recording aligned to digital mapping / survey data  | 71.90     |
| N/A   | Vehicle digital data download - IDR/Blackbox/Tachograph/Infotainment (cost per item)  | 71.90     |
| N/A   | Digital Exhibits (Phone Downloads)  | 71.90     |
|   | <b><u>Section 4: Copies of statements – other than in booklets</u></b>  |           |
| 39.10   | Copy of statement - (up to 3 pages)   | 43.40     |
| 4.70  | Copy of additional pages (per page)   | 5.20      |
| 45.90   | Copy of MG11 - witness statement ( <b>witness agrees to disclosure of personal details</b> )  | 50.70     |
| 60.90   | Copy of MG11 - witness statement ( <b>witness not agreeing to disclosure of personal details</b> )  | 66.90     |
| 153.50  | Interview with Police Officer (per Officer)   | 169.90    |
| 153.50  | Request for a statement to be written by Police Officer   | 169.90    |
| 60.90   | Copy of (digital) interview record (only where prepared during investigative process)   | 67.40     |
| 91.10   | Copy of VHS videotapes  | 100.90    |
| 91.30   | Copies of audio tapes/ABE Interviews (provision for CJS)  | 101.10    |
| 22.10   | Copies of CDs/DVDs  | 32.50     |
|   | <b><u>Section 5: Cancellation charges</u></b>   |           |
| Cancellation of requests may incur a charge, if received after work has started on any service. If received before any work has commenced, no charge should be made. If received immediately prior to despatch of requested items(s), full charge should be made (£100.90). Cancellation requests received where the request is part complete, should be charged proportionately (minimum charge £41.90). Individual Force charges may exceed these guidelines, were demonstrable to recoup higher local costs. |   |           |
|   | <b><u>Section 6: Fingerprinting Fees</u></b>  |           |
| 85.80   | One set   | 94.90     |
| 42.90   | Additional sets thereafter (each)   | 47.50     |
|   | <b><u>Section 7: Requests for Disclosure of Information</u></b>   |           |
| 96.50   | Request for information (up to 2 hours work)  | 106.80    |
| 32.40   | Hourly rate for work above 2 hours (including redaction)  | 35.90     |
|   | <b><u>Section 8: National Guidance on Data Sharing for NPCC in respect of Association of British Insurers (ABI)</u></b>                   |           |
| 137.30  | Request for disclosure of Information held by the police (Guidance Appendix D(A))   | 152.50    |
| N/A   | Request for Information held by police where there is evidence to suspect a fraudulent insurance claim (Schedule 2) (Guidance Appendix E) | No charge |
| 153.50  | Interview with Police Officer (per officer) – (Guidance Appendix E)   | 169.90    |

## 2023/24 Fees and Chargeable Rates

Note some of these charges may be subject to VAT

|        | <b><u>Section 9 : Other common items Nationally Set Rates NPCC</u></b>  |        |
|--------|---|--------|
| 96.70  | Crime report  | 107.00 |
| 38.60  | MG5 – Offence Report  | 42.70  |
| 38.60  | MG3 – Report to CPS for a charging decision, decision log and action plan   | 42.70  |
| 39.30  | Incident / Call Log   | 43.50  |
| 58.10  | Domestic Violence Report  | 64.30  |
| 19.60  | Occurrence Summary  | 21.60  |
| 19.60  | Custody Record  | 21.60  |
| 38.60  | PNC Convictions   | 42.70  |
|        | <b><u>Section 10: ACRO Services - provided only to authorised agencies with a lawful basis to information</u></b> |        |
| N/A    | PNC Names Enquiries   | 15.30  |
| N/A    | PNC Record Creation   | 93.50  |
| N/A    | International Criminal Convictions  | 31.60  |
| N/A    | Police Certificates - Standard Service  | 60.00  |
| N/A    | Police Certificates - Premium Service   | 105.00 |
| N/A    | International Child Protection Certificates   | 85.00  |
|        | <b><u>Section 11: Alarm URN Fees (set by Police Crime Prevention Initiatives)</u></b>                             |        |
| 48.00  | Alarm Registration (Intruder)   | 53.10  |
| 48.00  | Alarm Registration (Hold Up Alarm)  | 53.10  |
| 58.00  | Lone Worker Devices up to 10,000  | 64.20  |
| 87.00  | Lone Worker Devices 10,001 - 50,000   | 96.30  |
| 116.00 | Lone Worker Devices 50,001 and over   | 128.40 |

Disclosure of any documents, images or data held by a Police Force is subject to any such disclosure being lawful, in accordance with legal professional privilege and being in compliance with the General Data Protection Regulation 2016/679 data protection and privacy (as amended). Section 15 services are generally subject to VAT at the then current rate, except where a service is required by statute or authority direction.

## 2023/24 Fees and Chargeable Rates

Note some of these charges may be subject to VAT

### Statutory Charge Rates for Common Items

| <b><u>Nationally Set Rates NPCC</u></b>                                  | <b>Statutory Charge<br/>£</b> |
|--|-------------------------------|
| <b>Section: 12 Firearms Licensing Fees</b>                               |                               |
| Firearms Certificate grant   | 88.00                         |
| Firearms Certificate renewal   | 62.00                         |
| Firearms Certificate replacement   | 4.00                          |
| Shotgun Certificate grant  | 79.50                         |
| Shotgun Certificate renewal  | 49.00                         |
| Shotgun Certificate replacement  | 4.00                          |
| Shotgun Certificate grant (co-terminus/including Firearms Certificate)   | 90.00                         |
| Shotgun Certificate renewal (co-terminus/including Firearms Certificate) | 65.00                         |
| Visitors Permit (Individual 1-5) per person                              | 20.00                         |
| Visitors Permit (Group 6-20) in total                                    | 100.00                        |
| Home Office Club approval  | 84.00                         |
| Registered Firearms Dealer registration                                  | 200.00                        |
| Registered Firearms Dealer renewal                                       | 200.00                        |
| Game Fairs   | 13.00                         |
| Variation (not like for like)  | 20.00                         |
| Firearms Museum License  | 200.00                        |
|  |                               |
| <b>Other Licensing Fees</b>  |                               |
| Peddler Certificates   | 12.25                         |

*It should be noted that these charges are set by reference to Statutory Instruments.*

## 2023/24 Fees and Chargeable Rates

Note some of these charges may be subject to VAT

### Section 13: SPS – Sporting Events (incl. Football) – Commercial Charges (WMP Calculated Rates - Per Hour)

| RANK                 | Standard           | Public Holiday | Standard           | Public Holiday |
|----------------------|--------------------|----------------|--------------------|----------------|
|                      | Season 2023/24 (£) |                | Season 2022/23 (£) |                |
| Constable            | 76.89              | 114.84         | 74.90              | 112.46         |
| Sergeant             | 95.48              | 144.84         | 91.41              | 138.81         |
| Inspector            | 93.82              | 93.82          | 90.56              | 90.56          |
| Chief Inspector      | 99.64              | 99.64          | 97.72              | 97.72          |
| Superintendent       | 124.47             | 124.47         | 115.76             | 115.76         |
| Chief Superintendent | 140.30             | 140.30         | 140.17             | 140.17         |
| PCSO                 | 65.96              | 65.96          | 64.49              | 64.49          |

Only the rank of PC and Sgt change for Public Holiday due to being eligible for overtime payments

**NB THESE RATES MAY BE SUBJECT TO CHANGE AS A RESULT OF THE NATIONAL REVIEW OF POLICE PAY AND CONDITIONS.**

### Section 14: Other Government Bodies - Non-Commercial Charges (WMP Calculated Rates - Per Hour)

| RANK                 | Standard Weekly Leave | Public Holiday | Standard Weekly Leave | Public Holiday |
|----------------------|-----------------------|----------------|-----------------------|----------------|
|                      | 2023/24               | 2023/24        | 2022/23               | 2022/23        |
| Constable            | 62.06                 | 100.02         | 60.51                 | 98.07          |
| Sergeant             | 77.22                 | 126.34         | 73.96                 | 121.37         |
| Inspector            | 72.17                 | 72.17          | 69.66                 | 69.66          |
| Chief Inspector      | 76.65                 | 76.65          | 75.17                 | 75.17          |
| Superintendent       | 95.75                 | 95.75          | 89.05                 | 89.05          |
| Chief Superintendent | 107.92                | 107.92         | 107.08                | 107.82         |
| PCSO                 | 56.54                 | 39.78          | 55.41                 | 38.65          |

### Section 15: Charges for Training of Police Apprentices (WMP Calculated Rates- Per Hour )

| Rank                   | Rate per hour (£) | Rate per hour (£) |
|------------------------|-------------------|-------------------|
|                        | 2022/23           | *2023/24          |
| Constable              | 62.38             | 64.23             |
| Sergeant               | 75.61             | 79.11             |
| Inspector              | 90.56             | 93.82             |
| Chief Inspector        | 97.72             | 99.64             |
| Superintendent         | 115.76            | 124.47            |
| Chief Superintendent   | 140.17            | 140.30            |
| PCSO                   | 39.35             | 40.82             |
| Band B (Grade 3)       | 24.55             | 24.44             |
| Band C Lower (Grade 4) | 27.75             | 27.61             |
| Band C (Grade 5)       | 33.61             | 33.41             |
| Band D Lower (Grade 6) | 39.44             | 39.20             |
| Band D (Grade 7)       | 46.56             | 46.25             |
| Band E Lower (Grade 8) | 52.94             | 52.56             |
| Band E (Grade 9)       | 58.01             | 57.59             |

\*23/24 rates slightly lower due to reduction in NI %

## 2023/24 Fees and Chargeable Rates

Note some of these charges may be subject to VAT

Charges for production companies will be agreed with the Assistant Director - Corporate Communications in parallel with an Access Agreement in place, where required.

Revisions to the charging scheme will be reviewed on an annual basis in-line with inflation and any updates to the OPCC's chargeable rates.

| Section16 : Charging Schedule for Documentaries/ Filming   |   |   |
|--|---|---|
| Description  | Notes   | Charges   |
| Long term (>3 – 12 months with option of rollover agreement)<br>Requiring access to specified areas of WMP operations/investigations/locations | Documentary film                                  | Flat fee of £12,000/year + £5,000 (per episode/film) on first broadcast |
|  | Speculative filming (focused but not pre-defined) |   |
|  | Production of one or more pieces of collateral    |   |
| Short term access (<3 months)<br>Requiring access to specified areas of WMP operations/ investigations/ locations                              | Documentary film                                  | Flat fee of £6,000 + £3,000 (per episode/film) on first broadcast.      |
|  | Speculative filming /pre-defined                  |   |
|  | Production of one or more pieces of collateral    |   |

### For one off filming: Interviews with Police Officers and Police Staff

West Midlands Police charges documentary and film makers for the whole time that an officer or member of staff is required as part of any recording, including being interviewed or supporting recording.

These charges reflect the fact that during the recording process, the officer or member of the staff is unavailable for operational policing duty.

Charges are dependent on the officer or staff member's rank, to recover the cost to West Midlands Police. Please see charges in the table below.

Please note, any time supported by a member of the force's Corporate Communications department during filming will not be charged.

### Using Police sites as a location for one-off filming

This schedule provides a framework of the applicable fees and charges. Specific access and fees will need to be agreed on a case by case basis with the Assistant Director - Corporate Communications taking into account the requirements of individual projects.

### Expenses incurred by Police Officers and Police Staff

West Midlands Police charges documentary and film makers for expenses incurred by an officer or staff member during filming. This may include, but is not limited to: parking charges, mileage costs, food and drink. We also charge for expenses incurred by the force's Corporate Communications department if they are supporting recording.



## 2023/24 Fees and Chargeable Rates

Note some of these charges may be subject to VAT

### Material such as video, images, or written evidence

- Price per Digital material £32.50.
- Price per physical item: Physical photograph £33.60; Videos on DVD £100.90.

There is also a charge for the time it takes to collate and/or edit/redact the material, where required. Charges are dependent on the officer or staff member's rank, to recover the costs to the force. Please see the table below:

| Rank                      | Commercial Rate<br>(WMP Calculated – Per Hour)<br>£ |
|---------------------------|---|
| Special Constable         | 38.45   |
| Constable                 | 76.89   |
| Sergeant                  | 95.48   |
| Inspector                 | 93.83   |
| Chief Inspector           | 99.64   |
| Superintendent            | 124.47  |
| Chief Superintendent      | 140.30  |
| Assistant Chief Constable | 159.63  |
| Deputy Chief Constable    | 228.15  |
| Chief Constable           | 273.52  |